



**BURLINGTON AREA SCHOOL  
DISTRICT**

**BOARD OF EDUCATION  
BOARD MINUTES**

David Thompson	President
William Campbell	Vice President
Scott Barrett	Treasurer
Susan Kessler	Clerk
John Anderson	
Rosanne Hahn	
Larry Anderson	

Board of Education meeting held on April 9, 2012.

- Call to Order  
Board President David Thompson called the meeting to order at 7:00 P.M. Present at this meeting were Board members David Thompson, William Campbell, Scott Barrett, Susan Kessler, John Anderson, Rosanne Hahn, Larry Anderson, administrators David Moyer, Peter Smet, Connie Zinnen and Board Secretary Priscilla Crowley.
- Board Minutes  
On a motion by Scott Barrett, seconded by John Anderson, the Board unanimously approved the minutes from the March 12, 2012 meeting as presented.
- Bank Statement and Bills  
On a motion by Scott Barrett, seconded by John Anderson, the Board voted unanimously to approve the Bank Statement and authorize the payment of bills for March 2012.

**BURLINGTON AREA SCHOOL DISTRICT  
BANK STATEMENT RECONCILLATION REPORT  
MARCH 2012**

<b>Total of Beginning Cash on Hand</b>	\$9,676,414.58
<b>Revenues/Deposits</b>	
Local Government Investment Pool Transfers	\$0.00
Interest Earned	\$697.95

District Office Deposits	\$382,667.81
School Deposits	\$15,348.15
Food Service Deposits	\$62,536.83
Community Education Deposits	\$4,011.00
ACH Returns From Payroll Direct Deposits	\$0.00
Collected NSF Checks	\$0.00
Miscellaneous	\$0.00
<b>Total Deposits</b>	<b><u>\$465,261.74</u></b>
<b>Total Available Cash on Hand</b>	<b><u>\$10,141,676.32</u></b>
<b>Expenditures/Withdrawals:</b>	
Employee Payroll Withdrawls (Direct Deposits)	-\$1,177,016.64
Payroll Deduction Expenditures	-\$75,225.82
Wisconsin Retirement Automatic Withdrawl	-\$195,614.36
State Payroll Taxes	-\$88,084.48
Federal Payroll Taxes	-\$408,715.69
General Expenditures (CK# 215536 to CK# 220049)	-\$1,745,585.02
BASD Credit Card Automatic Withdrawl	-\$2,252.53
Food Service Online Credit Card Fees	-\$725.90
Community Ed Online Credit Card Fees	-\$117.10
NSF Checks Returned by the Bank	-\$81.50
Debt Service Payment – Depository Trust Co.	-\$2,015,070.00
Voided Checks	\$120.00
Banking Supplies and Fees	
<b>Total Withdrawals</b>	<b><u>-\$5,708,369.04</u></b>
<b>Total of Ending Cash on Hand</b>	<b><u>\$4,433,307.28</u></b>
<b>Bank Statement Information</b>	
Bank Statement Balance – End of Month	\$4,810,736.53
Deposits in Transit	

Outstanding Checks	-\$377,429.25
<b>Adjusted Bank Statement Balance</b>	<b><u>\$4,433,307.28</u></b>
<b>Variance</b>	\$0.00

4. Recognition of Staff, Students and Programs

- Molly Benavides – recognized by the Board for being named as a 2012 State Gymnastics Champion

5. Resignations

The Personnel Committee submitted the following resignations, leave of absence and retirement to the Board for approval:

- Wendi Babcock – Spanish Teacher – Burlington High School – 70% Contract – effective at the completion of the 2011-12 school year
- Rebecca Rusk – Special Education Aide – part-time – Dyer Intermediate School – effective April 6, 2012
- Kelly Slavik – Cooper School – 50% position – effective at the completion of the 2011-12 school year

Leave of Absence – Extension

- Linda Koch – extension of medical leave of absence to June 30, 2012

Retirement

- Mark Hochmuth – Psychologist - effective at the completion of the 2011-12 school

On a motion by William Campbell, seconded by Scott Barrett, the Board voted to approve the resignations, leave of absence and retirement as they were presented.

6. Appointments

The Personnel Committee submitted the following appointments to the Board for approval:

Extra Curricular Activities

- Jason Bousman – Assistant Track Coach – Burlington High School – effective for the 2012 spring season (non staff)
- Donna Keown – Volunteer as Assistant Track Coach – sprints – effective 2012 spring season (staff members)
- James Koceja – Volunteer – Track & Field – effective 2012 spring season (staff member)
- Sharon Kelley - Lunch Supervision – Burlington High School – Term IV
- Peggy Makar – Literacy Team – effective immediately
- Michael Klafka – Technical Director – Burlington High School Drama Department – effective spring 2012 (non staff)
- Carl Guziewski – Assistant Tennis Coach – Burlington High School – 2011-12 school year (staff member)

Substitute Teachers

- Christine Carroll
- Nancy Koceja
- Sonja Bingen
- Michael Lauritsen
- Katlynn Wollmer
- Sylvia Gonzalez
- Sheryl Engstrom
- Michael Cook

Summer School Teachers

- |                            |                    |
|----------------------------|--------------------|
| • Pre-Kindergarten         | Dana Friend        |
| • Pre-Kindergarten         | Kristin Choinski   |
| • Kindergarten             | Jamie Cook         |
| • Kindergarten             | Roxanne Robinson   |
| • First Grade              | Julie Caufield     |
| • Second Grade             | Ellen Johnson      |
| • Third Grade              | Sue Bekken         |
| • Fourth Grade             | Amanda Thate       |
| • Fifth/Sixth/Seventh Math | Deb Hill           |
| • Fifth/Sixth/Seventh L.A. | Ashley Schriever   |
| • ESL                      | Charissa Considine |

On a motion by William Campbell, seconded by John Anderson, the Board voted unanimously to approve the appointments as they were presented.

7. Field Trip

- Devil's Lake Field Trip – May 23, 2012 – Science Department – Burlington High School – Benjamin Hendricks – Advisor

On a motion by Scott Barrett, seconded by John Anderson, the Board approved the field trip as it was presented.

8. Donations

- Lyons Elementary School – Ann Hallada
  - Donation of 29 books and 2 DVD's to the Lyons LibraryOn a motion by John Anderson, seconded by William Campbell, the Board voted to accept the donation as it was presented.
- Winkler Elementary School – Ann Hallada
  - Donation of books to the Winkler LibraryOn a motion by Rosanne Hahn, seconded by Susan Kessler, the Board voted to accept the donation as it was presented.

9. Gridiron Passes

- Gridiron Club requesting approval of \$10 passes for the home football games

On a motion by John Anderson, seconded by Larry Anderson, the Board approve the Gridiron Club request to issue \$10 passes for the home football games.

10. Committee Reports

- Community Education – nothing to report
- Curriculum Committee
  - April 2, 2012 – **Board action required for the following:**
    - **Youth Options – Fall of 2012-13**  
On a motion by Rosanne Hahn, seconded by Scott Barrett, the Board voted to approve Youth Options for the fall of the 2012-13 school year.
- Finance Committee – nothing to report
- Long Range Planning Committee – nothing to report
- Policy Committee – nothing to report
- Personnel Committee
  - March 12, 2012 (closed session) – **No Board action required**
  - March 12, 2012 (open session) – **Board action required for the following:**
    - **Approval of Section VII – Co-Curricular Staff Assignment – Employee Handbook**  
On a motion by William Campbell, seconded by John Anderson, the Board approved Section VII of the Employee Handbook
  - March 12, 2012 (closed session) – **No Board action required**
  - March 19, 2012 (closed session) – **No Board action required**
  - April 2, 2012 – (closed session) – **No Board action required**
  - April 9, 2012 (closed session) – **No Board action required**
- Buildings/Grounds/Transportation – nothing to report
- Other Meetings
  - Action Meeting – March 19, 2012 – **No Board action required**
  - Action Meeting – April 2, 2012 – **No Board action required**

11. Superintendent's Report

The Superintendent reported to the Board of Education on the following items:

- Alternative Compensation System – The draft shown to the Board differs greatly from single salary schedule presently being used. He emphasized that is a draft and much work needs to be done before it can be implemented. The target for implementation is the 2013-14 school year.
- Management Team – reported on the last meeting
- CESA #2 – reminded the Board that they will need to select a representative to attend the May 15 CESA Annual Meeting
- Camp MacLean Partnerships – reported to the Board on the continuing partnership with YMCA Camp MacLean.

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12. Adjourn

On a motion by Rosanne Hahn, seconded by William Campbell, the meeting was adjourned at 7:30 P.M.

Respectfully submitted,

Rosanne Hahn, Clerk